

Questions on the RFP released on March 23, 2007

Question 1:

L-4(e)(1), third paragraph, states that offerors are encouraged, but not required, to submit advance copies of the completed PPIFs 14 calendar days prior to the date for receipt of the proposals. L-4(e)(3) states that the Past Performance Questionnaires must be submitted directly from the references to DOE and the questionnaires should be submitted 14 calendar days prior to the date for receipt of proposals. Please clarify the date when the completed questionnaires are to be received by DOE. Would DOE consider having the completed questionnaires submitted for DOE receipt on or before the proposal submittal date?

Response:

Attachment D, Part 1 (Past Performance Information Form) and Part 2 (Socio-Economic Past Performance Information Form) are to be submitted by the Offeror. The Offerors are encouraged, but not required, to submit advance copies of the completed forms 14 calendar days prior to the date for receipt of proposals.

Attachment D, Part 3 (Past Performance Questionnaire) is to be submitted directly to DOE by the Offeror's reference and should be submitted 14 calendar days prior to the date for receipt of proposals. As indicated in the RFP, the receipt of questionnaires by DOE is not subject to the provisions of Section L-1, entitled "Instructions to Offerors-Competitive Acquisition", related to late proposals. Therefore, DOE will consider completed questionnaires submitted for DOE receipt on or before the proposal due date. The Offeror shall be responsible for following up with their references to ensure that the Past Performance Questionnaire is completed and returned to DOE in a timely manner.

Question 2:

L-4(e) (1), second paragraph, states that Offerors shall submit a completed Socio-Economic PPIF for each large business identified as a component of the Offeror. Does the Government include only the following as socioeconomic programs: businesses that are small, small disadvantaged, 8(a), HUBZones, woman-owned, Indian-owned economic enterprises and organizations, and veteran-owned/service-disabled veteran-owned? If not, what does the Government expect for "socioeconomic past performance information"?

Response:

The government includes the following as socioeconomic programs: business that are small, veteran-owned, service disabled veteran-owned, HUBZONES, small disadvantaged, 8(a), and/or women-owned.

Question 3:

C-1.4 Exceptions to the Scope of Work, (c) Cultural resources management activities currently managed by the Savannah River Archaeological Research Program through a cooperative agreement between DOE and the University of South Carolina. C-3.4 Landlord Services and Site Support, (c) Operations Support (final bullet): Historic Preservation. Is historic preservation included in Landlord Services and Site Support?

Response:

Historic preservation is included in Landlord Services and Site Support. Cultural Resources Management at SRS is managed through a cooperative agreement between DOE and the University of South Carolina and is not part of the M&O scope of work.

Question 4:

The following comments were received regarding the formatting of electronic files:

L-2(h)(4)(i) (a) May the text "Volumes I, II and III text shall be prepared using Microsoft (MS) Word" be replaced with "Electronic media versions of proposal files are to be formatted in Adobe Acrobat 6.0 (PDF) or higher (the electronic media versions provided shall be searchable)"?

We recommend submitting the proposal files using PDF. The "Search" function of Adobe 7.0 or 8.0 provides the SEB the desired capability to search for key words, while also allowing the ability to submit the document as "read only" files to protect the file from the possibility of inadvertent changes."

Response:

DOE has considered this request and has amended the RFP to require that electronic media versions of proposal files be submitted as pdf files using Adobe Acrobat version 7.0 or higher.

Question 5:

L-2(h)(4)(i) (a) May the text "Page layout shall not utilize newsletter-style or other column style formatting" be replaced with "Two columns of text per page is acceptable"?

Response:

Specifications for page layout remain as stated in the RFP.

Question 6:

L-2(h)(4)(i) (a) May the text "using a minimum 12 font size and Times New Roman font style" be replaced with "using 12 point (or larger), Arial or Times New Roman font type"?

Response:

Specifications for font size and style remain as stated in the RFP.

Question 7:

Several questions and comments were received regarding the oral presentations.

To assist Offerors in preparing for the oral presentation, will the DOE provide:

1. A description of the room to be used including dimensions.
2. The expected arrangement of the room on the day of the presentation, i.e., location and size of tables to be used, seating arrangements, etc.
3. An opportunity for Offerors to view the room in advance of the scheduled period for the presentation
4. Clarification on the dates for the orals. The Executive Summary letter reflects a date during the week of June 4th while the RFP states notification will be received 5 working days after proposal submittal with orals 20-30 working (not calendar) days thereafter, which implies a much later orals date.

We request that prior to actual orals, each Offeror be permitted (upon scheduling a private appointment with the CO) to inspect the room, equipment, and facilities for the actual oral presentation. We also request that Offerors be provided with a room sketch or schematic layout showing the dimensions and characteristics of the room."

Response: (UPDATED May 23, 2007):

The CO will schedule appointments for prospective Offerors to view the facility, if requested. The room description and general arrangement will be included in the notification of the date, time, and location of oral presentations.

Oral presentations are scheduled to take place **the week of June 25, 2007.**

Question 8:

Will there be an Interested Bidders List created and accessible?

Response:

A bidders list will not be available from DOE. The lists of attendees at the Pre-Solicitation Conference and One-on-One Meetings are available on the SR Acquisition Website.

Question 9:

Is our interpretation of Section L-4(e) correct that past performance information is required only for the proposing entity team members and not for pre-selected small business subcontractors who are not named in the "teaming arrangement" or operating agreement?

Response:

If the referenced subcontractor is part of the 'teaming arrangement' as defined in Section L.4(e), then past performance information must be submitted. If the proposed subcontractor is not part of the teaming arrangement, then this information is not required.

Question 10:

"L-4(a)(2) Oral(s) : "The SEB will conduct an oral presentation session with all proposed Key Personnel for each Offeror. During the session, the SEB will provide three managerial problems and the responsible Key Personnel shall respond to these problems during the oral presentation. The SEB will evaluate the oral presentation information against the criteria specified in Section M. Oral presentations are intended to measure the ability of the Offeror's Key Personnel to respond to problems at the time of the presentation. Evaluated weaknesses in responses are not correctable once the presentation concludes. Therefore, if discussions are held regarding proposals, the Government will not discuss any evaluated weaknesses or deficiencies from oral presentations in those discussions." We understand these will be clarifying questions only. Will the DOE ask these clarifying questions at the point of clarification (during our presentation) or hold all questions to the end of the presentation?"

Response:

If DOE has any clarifying questions on an Offeror's response to an individual problem, they will be asked after the completion of the oral response to that problem. The oral presentation session begins at 8:00 a.m. and concludes no later than 4:00 p.m. No questions will be asked after the conclusion of the oral presentation session.

Question 11:

We recommend that pension plan management as called for in Paragraph H -14a (Human Resources Compensation Plan) be included as part of the evaluation criteria in Section L-4(b) Organization Structure and Management Approach. We recommend changing the last sentence of the first paragraph of L-4(b) to read "The Offeror shall also describe its approach, to include its strategy regarding pension management, for ensuring the workforce maintains the appropriate mix of critical skills and qualifications necessary to safely accomplish the workscope over the life of the contract." We further recommend adding an additional sentence to M-2(b) as follows: "The Offeror's approach regarding pension management will be evaluated.""

Response:

Section L-4(b) and Section M-2(b) remain as written in the RFP.

Question 12:

H-28(f) Fee (last sentence) There shall be no adjustment in the amount of the Contractor's fee by reason of differences between any estimate of cost for performance of the work under this Contract and the actual cost of performance of that work.

The last sentence arguably conflicts with B-2.3(b). Section 2.3(b) provides for an adjustment in the event of a 10 percent (plus or minus) change in the fee base. Will DOE insert at the beginning of the last sentence—"Subject to section B-2.3(b)"?

Response:

No. H-28(f) Fee (last sentence) will remain as written in the RFP. The last sentence in H.28(f) states that there shall be no adjustment in the contractor's fee based on the difference between the estimated costs of contractor performance and the contractor's actual costs. In the first sentence, H.28(f) also states that the maximum available fee is established in Section B of the contract. B-2.3(b) states that the total available fee is

only subject to adjustment under the provisions of DEAR 970.5243-1, "Changes"; and if there is a plus or minus 10% change in the estimated fee base. Any change in the total available fee in accordance with B-2.3(b) would result in a contract modification establishing the revised total available fee in B-2.3(a). Any modification to the total available fee as a result of application of the provision in B-2.3(b) must be executed prior to performance by the contractor in that contract period.

Question 13:

B-8 refers to the subcontractor fee restriction in Paragraph B-8. Will this be corrected to be "subcontractor fee restriction in Paragraph B-7"?

Response:

Yes. The RFP has been amended accordingly.

Question 14:

L-26 states that DOE contractor personnel assisting in the evaluation process will be required "to protect the confidentiality of any specifically identified trade secrets and/or privileged or confidential commercial or financial information obtained as a result of their participation in this evaluation." Will DOE include the text, "DOE contractor personnel assisting in the evaluation will sign appropriate non-disclosure and conflict of interest statements prior to engagement"? Will DOE add language to the conflict of interest statements that these individuals will also agree to exclude themselves from supporting contractors on other DOE proposals (to protect firms competing for SRS) for a one-year period after award?"

Response:

The confidentiality/nondisclosure certificates DOE requires all participants to sign (along with the Trade Secrets Act – a statute carrying criminal penalties) already provides sufficient protection. L-26 remains as written in the RFP.

Question 15:

In Amendment #1 to the RFP, DOE has changed the delivery address for the proposal to a PO Box. This precludes use of a delivery service such as FedEx and limits delivery options to the U.S Postal Service which we have found to be too unreliable for a critical delivery such as a proposal. We assume that under these circumstances, DOE will accept hand delivery of the proposal. If so, can you please provide the location to which the proposal should be delivered, and the procedure that we should use to arrange delivery?

Response:

Amendment #1 to the RFP changed the delivery address for the mailed hard copies only. The delivery services for hand carried or overnight delivery remains unchanged. These packages can be hand carried or delivered as follows:

US Department of Energy  
Savannah River Operations Office  
ATTN: Angela Sistrunk-Morton  
151 Corporate Parkway Suite B,  
Aiken, SC 29803